

## How to Access Your CANS Certificate

- 1. Log in to your Schoox account at <u>www.schoox.com/academy/cansacademy</u>
- 2. Go to the top left corner and hover your mouse over "Me"

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- 3. Click on "My Certificates"
- **4.** Your certificates should show up and include the date of certification. Remember that certificates expire after a year so staff using the CANS will need to recertify annually. Recertification instructions can be found here:

https://cchealth.org/mentalhealth/pdf/CANS-Online-ReCertification-Instructions.pdf

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